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# ***Lake Havasu City***

## ***Announces an Opportunity For An Experienced FINANCE DIRECTOR***

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*Send resumes and cover letters postmarked by  
March 19, 2010, to:  
Human Resources/Risk Management  
2330 McCulloch Blvd. North  
Lake Havasu City, AZ 86403  
928-453-4143; Fax 928-453-4154; [www.lhcaz.gov](http://www.lhcaz.gov)*

## **OUR COMMUNITY**

Lake Havasu City is located on the east shore of Lake Havasu on the Colorado River border between California and Arizona. McCulloch Properties, Inc. established the town in 1963. Lake Havasu City is a major population center in Mohave County, one of the fastest growing counties in the United States. Lake Havasu City was incorporated in 1978. The City encompasses approximately 42 square miles. It is the home of the London Bridge, which was authentically reconstructed in 1971 and is one of in Arizona's top tourist attractions.

Between 1990 and 2008, the city's population increased by over 128%, from approximately 24,363 to approximately 55,429. The city's growth is attributable to affordable housing, an excellent school system, low crime rate, clean environment, great recreational opportunities, and mild winter temperatures.

## **A GREAT PLACE TO LIVE AND RAISE A FAMILY**

Lake Havasu City offers a broad range of community facilities including an airport, neighborhood and regional parks and amenities, two movie theater complexes, a library, and historical museum. The City is proud to be the home of a new shopping mall, The Shops at Lake Havasu, which opened in 2008 with over 720,000 square feet of commercial space. The new mall is anchored by Dillard's, J.C. Penney and Super Wal-Mart. Additional shopping may be found in the Channel Riverwalk District and the Uptown McCulloch Main Street District which also is host to many special events throughout the year.

Lake Havasu City is located at the base of the Mohave Mountains in an area described as "low desert." Lake Havasu City and the surrounding area are part of the northern and western limits of the Sonoran Desert. Lake Havasu City's elevation ranges from 450' above sea level at the lake shoreline, to 1,500' above sea level at the foothills. The Mohave Mountains rise to over 5,000 feet in elevation just a few miles to the east of the community.

Lake Havasu City has six elementary schools, two middle schools, one high school, charter schools, and private schools. As of May 2009, enrollment in Lake Havasu Unified School District was 6,175. Mohave Community College was established in 1971 and was first accredited in 1981. The college has five campuses in Mohave County, with a student population of 12,000. Northern Arizona University, in partnership with MCC, offers residents an opportunity to obtain advanced degrees without leaving the area.

## **OUR LOCAL GOVERNMENT**

Lake Havasu City operates under the council-manager form of government. The Mayor and six members of the City Council are elected at-large to overlapping four-year terms. The City Council is the legislative body responsible for the overall policies and direction of the City. The Council appoints the City Manager, City Attorney and City Magistrate. The City operates under general law and the constitution and laws of the State of Arizona.

Lake Havasu City provides a full array of municipal services including police; fire; public works; water; wastewater; parks and recreation; community development and all the traditional internal support functions. In addition to traditional services, the City also operates a municipal airport and fixed-route transit system.

The City has an operating and capital budget of \$269.5 million for FY09-10, a full-time workforce of 487 and part-time workforce of about 150. We have an excellent bond rating of 'A' and maintain a healthy fund balance reserve.

## **THE FINANCE DEPARTMENT**

Lake Havasu City's Finance Department is responsible for the City's accounting and budgeting functions, the mail services and City Hall reception. The Finance Director acts as the Chief Financial Officer of the City.

The Accounting Division is responsible for providing accurate and timely financial information to the public, bondholders, grantors, auditors, City Council, and management; preparing external financial reports, including the Comprehensive Annual Financial Report (CAFR) and other special reports; maintaining the general ledger, cash management, investments, special assessments, billing, grant accounting, payroll, accounts receivable, capital asset accounting, financial accounting, and reporting; and administering the City's financial modules in the citywide software system. The Customer Service Section's responsibilities include billing for water, wastewater, and sanitation user fees; processing business license applications and issuing licenses; processing daily cash receipts and depositing monies into the bank; initiating and processing applications for new utility service and termination of service; initiating work orders for meter installations, repairs, replacements, and water leaks; processing or investigating customer complaints; and answering and assisting customers in person and over the phone.

The Budget Division provides revenue analysis and forecasting, rate modeling, expenditure analysis and monitoring, and compilation of the annual budget, Community Investment Program, and other documents and reports. Responsibilities include budget processes, accounts payable, purchasing functions and tax collections and reporting.

## THE IDEAL CANDIDATE

The successful Finance Director will need to possess the following traits, characteristics, knowledge and skills:

- Outstanding interpersonal and team building skills
- Visionary
- Flexible, innovative approaches to issues and problem solving, including excellent active listening skills
- Strong strategic planning and personnel management skills
- Integrity and leadership as a professional public administrator who can quickly earn respect, trust and credibility inside and outside the City organization
- Strong customer service orientation
- Self-motivation and the ability to empower and motivate staff
- Support employee development and involvement
- Coaching management style; open to input; firm decision maker
- Outstanding oral and written communication skills
- Knowledge of governmental financial operations including accounting, budgeting, and financial reporting
- Strong working knowledge of government accounting standards
- Knowledge of applicable Arizona laws, rules and regulations with regard to municipal finance
- Ability to embrace and lead change
- Experience in developing and implementing long-term financial planning
- Experience in alternative financing options for capital projects
- Knowledge of utility rate setting protocol

## **EDUCATION & EXPERIENCE**

Bachelor's Degree in Finance or Accounting with nine years of progressively responsible public-sector finance experience, including four years at the management level. A Master's Degree and CPA is highly desirable.

## **COMPENSATION & BENEFITS**

The hiring range for this position is \$101,000 - \$116,000, based on candidate qualifications. The City offers an attractive benefit package that includes:

**Retirement** – Arizona State Retirement System, pre-tax contribution of 9.0% with City match; opportunity purchase prior public sector, government & military service toward retirement.

**457 Deferred Compensation Plan** – Optional participation through ICMA-RC or ING.

**Insurance** – City paid health and dental insurance for employee; dependent premium paid at 80%. Optional flexible medical spending account and Vision insurance are available.

**Holidays** – 10 paid holidays annually.

**Paid Time Off (PTO) Leave** – Negotiable

**Short & Long Term Disability Insurance** – City pays premium.

**Life Insurance** – City paid employee \$40,000 coverage for life and accident death and dismemberment; \$5,000 coverage for spouse and children

***To learn more about our City and view the City's budget document and CAFR on line, we invite you to visit our website at [www.lhcaz.gov](http://www.lhcaz.gov)***

***LAKE HAVASU CITY IS AN EQUAL OPPORTUNITY EMPLOYER***